



STEELE COUNTY BOARD MEETING MINUTES

Steele County Board Room - 630 Florence Avenue -
Owatonna, MN 55060

Steele County's Mission:
Driven to deliver quality services in a respectful and fiscally responsible way.

TUESDAY, JUNE 23, 2026 at 5:00 PM
County Boardroom, Steele County Administration Center

Agenda

1. Call to Order

The meeting was called to order by Commissioner Glynn at 5:07 pm. Members present were John Glynn, Joshua Prokopec, James Brady, James Abbe, Greg Krueger. Also present were Robert Jarrett, Renae Fry, Rebecca Kubicek, Amber Aaseth, Brian Anderson, Amber Brooks, Gina McGuire, Lon Thiele, Jacob Rezac, Jacob Rysavy, and Bennett Hoffmann.

2. Pledge of Allegiance
3. Approve Agenda

Motion by Commissioner Greg Krueger, second by Commissioner James Abbe to approve the agenda. Motion Passed. Ayes all.

Correspondence

4. MN State Demographic Center - Annual Population and Household estimate letter.
5. Farmamerica thank you letter
6. Southern Minnesota Initiative Foundation thank you letter.

Public Comment - If you wish to share your thoughts, please provide your name and address after being acknowledged by the Board Chair. Each speaker has two (2) minutes to express their remarks.

Steele County promotes respect in both its work environment and boardroom. Speakers should maintain dignity and show respect towards others. Comments should be directed to the entire Board, not to individual commissioners, officials, or staff. The Board Chair may limit comments if they are argumentative, disrespectful, or redundant. Please avoid name-calling or abusive language, as this may result in being asked to return to your seat or to leave the boardroom.

No action will be taken on items presented during Public Comment unless they are on the agenda. The Board may refer some inquiries to the County Administrator for follow-up.

None

Consent Agenda - Items listed on the Consent Agenda are considered routine and non-controversial by the County Board. There will be no separate discussion of these items unless requested by a member of the County Board.

Motion by Commissioner James Brady, seconded by Commissioner Joshua Prokopec to approve the Consent Agenda. Ayes all.

7. Approve June 9, 2026 Board Minutes
8. Approve June 9, 2026 Board Work Session Minutes
9. Approve June 9, 2026 Special Budget Meeting Minutes
10. Approve June 16, 2026 Board of Appeals and Equalization Meeting Minutes
11. Approve Bills
12. Approve Personnel Report
13. Award Clinton Falls Township Bridge Project, SAP 074-599-045, to S.M. Hentges & Sons, Inc. in an amount of \$784,229.40 and authorize the Public Works Director to execute a contract.
14. Approve the 2026 Annual DNR Boat & Water Safety Grant in an amount of \$3,420.00 and authorize the Sheriff to sign.
15. Approve Amendment to MnDot Communication Facility Lease and authorize the Sheriff to sign.
16. Approve the Joint Powers Agreement between Steele County Sheriff's Office and the Third Judicial District Court.
17. Approve the FBI Antenna Site License renewal pending Congressional approval of 2027 funding.

Presentations:

18. HMA Human Services Planning Update

Bennett Hoffman gave a human services update. In his update, he described the proposed department structure, outlining the factors that shaped the recommendation, including required responsibilities, local priorities, operational needs, and financial stewardship. The structure aligns with the model recommended by HMA, ensuring that core functions are supported through clearly defined roles and sustainable resourcing. Key functional areas include:

- Analyst and Grant Opportunities – Dedicated analytical capacity to identify, evaluate, and pursue grant opportunities that support program priorities and expand funding sources.
- Data and Reporting – A Data Analyst role responsible for producing accurate, timely data and reporting to guide decision-making and demonstrate program performance.
- Review and Reimbursement Support – Focused efforts to maximize reimbursement through accurate documentation, compliance review, and process improvement.
- Navigation and Services Coordination – Staff who assist residents with complex needs in accessing

the appropriate services, improving outcomes and reducing barriers.

- Leadership and Supervision – Oversight functions that support staff, manage risk, ensure accountability, and uphold operational standards.
- Shared Support Services – Flexible staffing resources that can adapt to shifting workloads across the department, including grant writing, data development, and specialized administrative functions. Staffing and budget impacts are currently under review. Workforce and financial needs are being shaped by state and federal responsibilities, service delivery requirements, workload analysis, historical trends, and reimbursement opportunities. Based on the comprehensive review, the department needs approximately 86–95 staff, but staff are proposing to initially hire approximately 80 people and will assess staffing as we take on an actual case load next year.

County Board Work Session

19. Action Items:

None

General Agenda

20. Adopt **Resolution 2026-36** approving Final Plat (Spatenka Addition No.2)

Motion by Commissioner James Brady to adopt the following Resolution No. 2026-36, seconded by Commissioner Greg Krueger. 5 voted in favor, none voting against. Motion Passed. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.

21. Approve CUP 446 (Pawlished By Angela - Mobile Dog Grooming Business) with 9 conditions based on the Findings of Fact.

Motion by Commissioner Joshua Prokopec, seconded by Commissioner James Abbe to approve. Ayes all.

22. Accept review of CUP #216 (Wondra Pit #3 BP-8) with 13 conditions based on the Findings of Fact

Motion by Commissioner James Brady, seconded by Commissioner Greg Krueger to approve. Ayes all.

23. Accept review of CUP #218 (Wondra Pit #2 BP-20) with 14 conditions based on the Findings of Fact

Motion by Commissioner Greg Krueger, seconded by Commissioner James Abbe to Approve. Ayes all.

24. Accept review of CUP 285 (Wondra Pit #1 BP-17) with 18 conditions based on the Findings of Fact.

Motion by Commissioner James Abbe, seconded by Commissioner Joshua Prokopec to approve. Ayes all.

25. Approve renewal of IUP 2013-03 (Lembke Masonry - Lemke Pit) with 13 conditions based on the Findings of Fact.

Motion by Commissioner James Abbe, seconded by Commissioner Greg Krueger to approve. Ayes all. More information to follow on the gravel tax ordinance.

26. Request for abatement of property tax penalties

Motion by Commissioner James Abbe, seconded by Commissioner James Brady to deny abatement. 4 voted in favor with Commissioner Prokopec abstaining. Motion passed.

Information Items

27. Public Works Committee Minutes - June 9, 2026
28. Public Safety & Health Committee Minutes - June 16, 2026
29. Steele County 2026 Performance Measures Program Report

Commissioner Reports:

County Attorney, Rob Jarrett had nothing to report.

County Administrator, Renae Fry confirmed Monday's closing on the Metro Net building. The search for a new Public Works Director is underway.

Commissioner Abbe reported his attendance at HMA subcommittee meeting, Law Library, Public Safety Committee, MNP JBP and Work Session,

Commissioner Brady reported his attendance at SPERO and a Medford meeting regarding the Medford fire hall.

Commissioner Prokopec reported his attendance at SE Emergency Services, Semcac, SPERO, ICS Committee, and Work Session.

Commissioner Krueger reported his attendance at an HMA update, MNP Finance and JPB, Public Safety, and Law Library meeting.

Commissioner Glynn reported his attendance at SEMREX, Historical Society, ICS and a Work Session.

Adjourn

Motion by Commissioner James Abbe, seconded by Commissioner James Brady to adjourn to the Call of the Chair at 6:05 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
ADMINISTRATOR

Steele County

WARRANTS FOR PUBLICATION

Warrants Approved On 6/23/2026 For Payment 6/26/2026

<u>Vendor Name</u>	<u>Amount</u>
Advanced Correctional Healthcare Inc	17,605.70
Borneke Construction, Inc.	491,574.69
BRN Lawn & Landscape LLC	6,265.00
Central Farm Services	35,238.67
Erickson Engineering Co LLC	27,040.18
Health Management Associates Inc	16,015.00
IdentiSys Inc	7,193.86
Interstate Power Systems Inc	2,339.63
Magtech Ammunition Company Inc	5,670.27
Morales/Christina Belen	2,961.39
Mower County Public Works	2,140.00
Paape Companies Inc	17,986.00
QuickSeries Publishing Inc	3,057.38
Rezac/Jacob	2,445.33
Sheriff Of Olmsted Co	2,325.00
Short Elliott Hendrickson Inc	43,259.72
Sign Pro Of Owatonna, Inc.	2,875.00
Sign Solutions	6,920.94
Summit Food Services LLC	3,876.18
Trueman Welters Inc	47,226.40
UKG Kronos Systems LLC	3,712.44
WHKS & Co	36,781.09
WSB & Associates Inc	21,199.50
Ziegler, Inc	5,204.05
116 Payments less than 2000	45,111.37
Final Total:	856,024.79